

***Fieldbrook Glendale  
Community Services District  
Municipal Service Review***

*Adopted July 15, 2015*

Prepared by:



For the District Sphere of Influence Report

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# **LOCAL AGENCY FORMATION COMMISSION AUTHORITY**

## **Latent Powers, Enabling Legislation and Empowered Services**

The fundamental role of the Local Agency Formation Commission (LAFCo) is to implement the Cortese-Knox-Hertzberg Act (The Act) consistent with local conditions and circumstances. The Act guides LAFCo's decisions. The major goals of LAFCo as established by The Act are to:

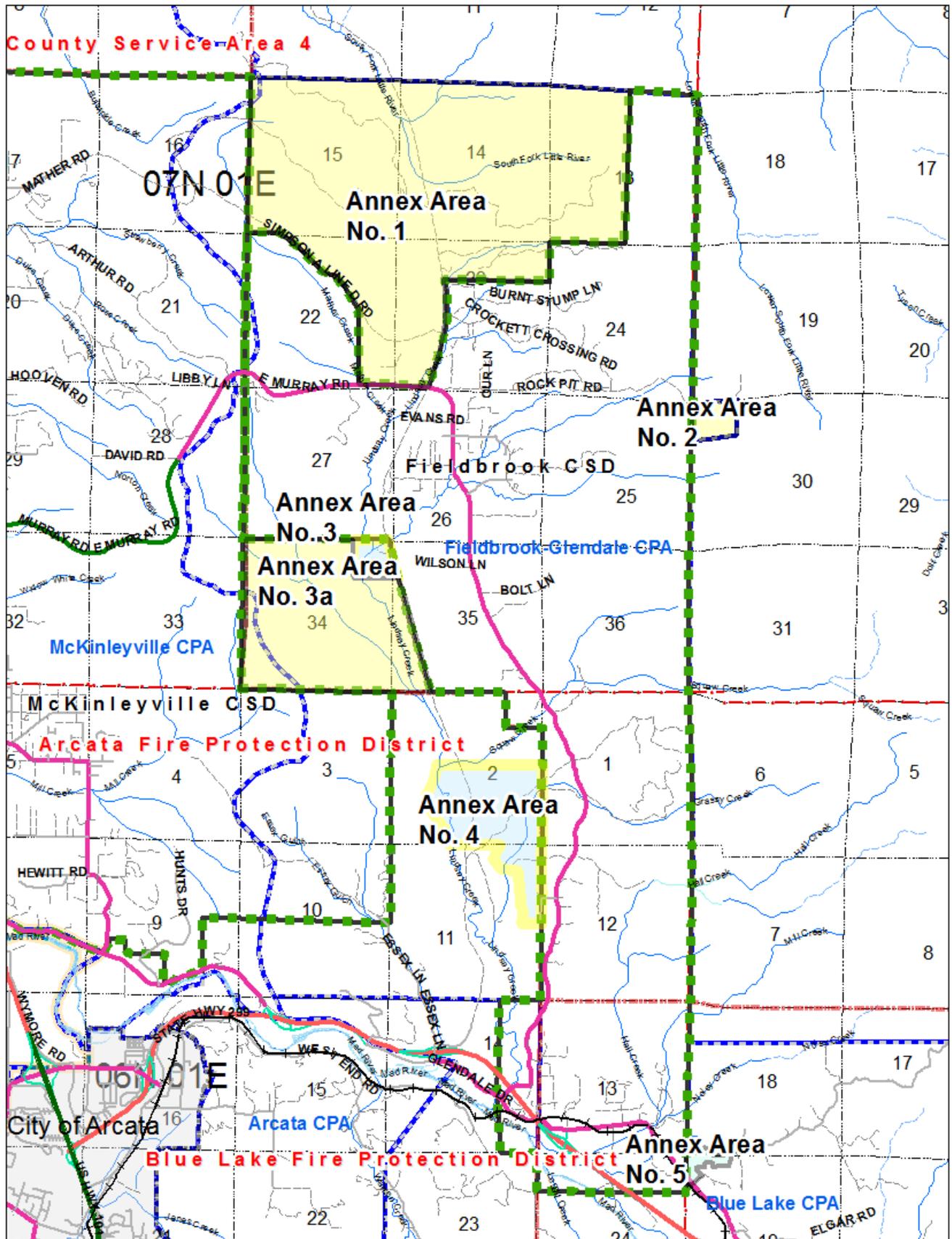
- Encourage orderly growth and development;
- Promote orderly development;
- Discourage urban sprawl;
- Preserve open-space and prime agricultural lands by guiding minimizing resource loss;
- Exercise its authority to ensure that affected populations receive efficient services;
- Promote logical formation and boundary modifications that direct the burdens and benefits of additional growth to those local agencies that are best suited to provide services;
- Make studies and obtain and furnish information which will contribute to the logical and reasonable development of local agencies to provide for present and future needs;
- Establish priorities by assessing and balancing community service needs with financial resources available to secure and provide community services and to encourage government structures that reflect local circumstances, conditions and financial resources;
- Determine whether new or existing agencies can feasibly provide needed services in a more efficient or accountable manner and, where deemed necessary,

As set fourth in § 56425 (g) of The Act, on or before January 1, 2008, and every five years thereafter, Humboldt LAFCo shall review and update each Sphere of Influence (SOI). Additionally, an MSR shall be conducted with, or in conjunction with the action to establish or to update a SOI pursuant to The Act. Together, the SOI and MSR documents analyze the District's ability to serve existing and future residents.

In order to prepare and to update Spheres of Influence in accordance with § 56425, Humboldt LAFCo shall conduct a service review of the municipal services provided in the Fieldbrook Glendale Community Services District (CSD). The commission shall include in the designated for service review area any other geographic area as is appropriate for an analysis of the services to be reviewed, and shall prepare a written statement of determinations with respect to the following:

- (1) Growth and population projections for the affected area;
- (2) Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies;
- (3) Financing ability of agencies to provide services;
- (4) Status of and, opportunities for, shared facilities;
- (5) Accountability for community service needs, including governmental structure and operational efficiencies;
- (6) Any other matter related to effective or efficient service delivery, as required by commission policy.

**Figure 1. Fieldbrook Glendale CSD Map-District Boundary**



## AGENCY PROFILE

### Governance

The Fieldbrook Community Services District was formed in 1962 pursuant to the provisions of Community Services District Law, Title 6, Division 2 of the Government Code, as amended, to provide water and fire protection services to residents living in the Fieldbrook and Glendale areas. In 1983, the Fieldbrook Community Services District approved Ordinance 83-1 which established zones inside the district within which certain services would be provided (fire and water, water and sewer, water only). The District name was later changed to the Fieldbrook-Glendale Community Services District (hereafter Fieldbrook-Glendale CSD or District). Based on available LAFCo records, the Fieldbrook-Glendale CSD does not have an adopted SOI beyond its current boundaries. The Fieldbrook-Glendale CSD is governed by a five member Board of Directors elected by registered voters who live within the District. The district also employs a General Manager who oversees day-to-day operations, and a part-time sewer technician.

### District Boundary

The District boundary as of April 2015 consists of approximately 6,982 acres or 10.9 square miles. The District is located almost entirely north of the Mad River, east of the community of McKinleyville and west of the City of Blue Lake. The District does not have a Sphere of Influence (SOI) beyond its district boundary. Major developments within the District include the Fieldbrook area which contains the Fieldbrook Elementary School, the Fieldbrook General Store, and the Fieldbrook Winery. The Glendale area is also within the District boundaries, and includes the E&O Bowl, Murphy's Market, and various heavy commercial businesses.

Figure 1 (on the previous page) illustrates the districts boundary, as well as portions of the adjacent McKinleyville Community Service District, Arcata Fire Protection District (FPD), and the Blue Lake FPD. The District provides water and fire protection services to the Fieldbrook area and water and wastewater services to the Glendale area. The Arcata FPD boundary overlaps the Fieldbrook-Glendale CSD district boundary at the southwestern edge of the district and provides fire protection services to the western portion of the Glendale area. The Blue Lake FPD boundary overlaps the Fieldbrook-Glendale CSD district boundary at the southeastern portion of the district and provides fire protection services to the remainder of the Glendale area.

In addition, Figure 1 shows the proposed 3,243 acre annexation area (Annexation Areas 1-5 described below). The Fieldbrook-Glendale CSD proposes this annexation for the following reasons:

1. The Fieldbrook-Glendale Community Services District has provided fire protection services to Annexation Areas 1, 2, 3, 3a, and 4; water service to Annexation Areas 3, 4, and 5; and sewer services to Annexation Area 5 for many years;
2. The proposed annexation would enable the district to extend its existing funding sources to the annexation area to support existing service and improve future service delivery; and
3. The proposed annexation would establish district boundaries that clearly define service responsibilities for the benefit of neighboring fire service providers, land use authorities, the public, and other service providers.

**Annexation Areas 1, 2, and 3a: Fire Protection Services (2,874 acres).** The Fieldbrook-Glendale CSD is proposing to add approximately 2,874 acres of rural residential development and timberland to the SOI and district boundary which currently receives good will fire protection services from the District. Annexation Area 1 is a peninsula of rural development and timber lands located on the north side of the District. Annexation Area 2 contains two developed parcels located on the eastern edge of the District. Annexation

Area 3a is an undeveloped timber parcel that, together with proposed Annexation Area 3, represents an island area surrounded by the Fieldbrook-Glendale CSD, the McKinleyville CSD and the Arcata FPD. Annexation Area 3a is similar to surrounding undeveloped lands that are included within the Fieldbrook-Glendale CSD, the McKinleyville CSD, and the Arcata FPD. Given that the Fieldbrook-Glendale CSD is proposing to annex the developed portion of this island area, it would be logical to include the remainder of the island in this SOI amendment and annexation. Because the Fieldbrook-Glendale CSD currently provides fire protection services to Annexation Areas 1, 2, and 3a, inclusion within the Fieldbrook-Glendale CSD SOI and annexation is logical.

**Annexation Areas 5: Water and Wastewater Services (26 acres).** The Fieldbrook-Glendale CSD provides water and wastewater service to 16 homes outside the district boundaries along Liscomb Road and Glendale Drive adjacent to the southwest corner of the District. The Fieldbrook-Glendale CSD proposes to create a sphere of influence that matches the proposed annexation area and annex 16 parcels comprising approximately 26 acres, in an effort to bring all areas historically served with water and wastewater into the District. The proposed SOI expansion area and annexation area are fully developed with suburban residential uses which are similar to land uses within the current district boundaries. In order to accomplish this annexation, the Fieldbrook-Glendale CSD would need to establish an SOI because it does not at this time have a LAFCo adopted SOI outside of its district boundaries.

**Annexation Areas 3 and 4: Water and Fire Protection Services (344 acres).** The Fieldbrook-Glendale CSD proposes to add the Sunny Acres/Stolpe Lane area which is located on the west side of the District to the SOI and District boundary. The District boundary in this area is the north/south line between Sections 1 and 2, Township 6 North Range 1 East, and Sunny Acres Avenue runs along this line. The area proposed to be annexed is located within the Arcata FPD boundaries as it was originally established in 1944. The Arcata FPD boundary was likely drawn for simplicity to follow Public Land Survey System Township and Section lines rather than the most appropriate service area. In 1970, eight years after the Fieldbrook-Glendale CSD was formed, LAFCo approved an annexation similar to this proposal adding 40 acres of land from within the Arcata FPD to the Fieldbrook-Glendale CSD for the purpose of providing water and fire protection service. Two years after LAFCo approved this annexation it detached the area from the Arcata FPD.

This area is unique for both the Arcata FPD and the Fieldbrook-Glendale CSD, and unique in Humboldt County. Sunny Acres Lane is a dead end road where the west side of the road is within the Arcata FPD and the east side is within the Fieldbrook-Glendale CSD. The proposed annexation area is located approximately 3.4 miles south of the Fieldbrook-Glendale CSD fire station. In order to access this area, the Arcata FPD must drive approximately 5.4 miles through the Arcata FPD boundary, approximately 1/10 of a mile through the Blue Lake FPD boundary, and approximately one mile through the Fieldbrook-Glendale CSD fire service area. All developed land to the east, north, and south of the proposed annexation area is within the Fieldbrook-Glendale CSD and provided water and fire protection services by the District. This area should logically be within the Fieldbrook-Glendale CSD.

Upon completion of the proposed annexation, the Fieldbrook-Glendale CSD SOI and district boundaries would be coterminous. The proposed boundaries would represent the ultimate future boundaries of the Fieldbrook-Glendale CSD.

The approval of this annexation would enable the district to extend its current funding sources (property tax throughout and a special tax to fire service areas) into the annexation area establishing revenue that the District can rely upon into the future. In addition, the new district boundaries would clearly define service responsibilities for the benefit of neighboring fire service providers, land use authorities, the public and other service providers.

No improvements are proposed as part of this annexation. The Fieldbrook-Glendale CSD would continue to provide service to the annexation area from its existing fire station in Fieldbrook using its current equipment and apparatus. It is hoped that the additional revenue would help the Fieldbrook-Glendale CSD improve its capacity to provide service and the level of service provided in the future.

### Existing and Planned Uses

The following tables describe the land within the Fieldbrook-Glendale CSD district boundary and proposed annexation area and display information according to land use type (indicating the land use activity that is occurring within the parcel based on Assessor’s Use Code data), General Plan Land Use Designation, and Zoning Classification.

Land Use. Approximately 55 percent of the existing district is timberland and approximately 36 percent is residential (with parcel sizes from small lot to greater than 40 acres). Timberland comprises approximately 90 percent of the proposed annexation area; however 80 percent of the Timberland in the proposed annexation area is Annexation Area 3a, which is comprised of one parcel. The following table describes the land within the Fieldbrook-Glendale CSD and proposed annexation area and displays information according to land use type (based on Assessor’s Use Code data).

#### LAND USE ACTIVITY - DISTRICT AND ANNEXATION AREA

Land Use Type	District			Annexation Area		
	Parcels	Acres	% of Tot	Parcels	Acres	% of Tot
Commercial, Improved	11	53	0.8%	-	-	0.0%
Commercial, Vacant	4	3	0.0%	-	-	0.0%
Industrial, Improved	4	24	0.3%	-	-	0.0%
Industrial, Vacant	19	86	1.2%	-	-	0.0%
Multi-Family Residential	13	12	0.2%	-	-	0.0%
Single Family Residential, Improved	95	72	1.0%	7	8	0.2%
Single Family Residential, Vacant	16	12	0.2%	1	0	0.0%
Residential < 5 acres, Improved	145	288	4.1%	14	37	1.1%
Residential < 5 acres, Vacant	17	25	0.4%	-	-	0.0%
Residential 5 - 40 acres, Improved	212	1,363	19.5%	7	92	2.8%
Residential 5 - 40 acres, Vacant	62	560	8.0%	18	152	4.7%
Residential >41 acres, Improved	2	127	1.8%	-	-	0.0%
Residential >41 acres, Vacant	1	86	1.2%	-	-	0.0%
Timber Production, Improved	26	680	9.7%	4	850	26.2%
Timber Production, Vacant	36	3,179	45.5%	5	2,036	62.8%
Mobile Home	79	324	4.6%	7	68	2.1%
Public or Exempt	15	19	0.3%	-	-	0.0%
Roads or Other	8	69	1.0%	-	-	0.0%
<b>Total</b>	<b>765</b>	<b>6,982</b>	<b>100%</b>	<b>63</b>	<b>3,243</b>	<b>100%</b>

Note: Percentages may not total 100 due to rounding.

Source: Humboldt County Community Development Services Geographic Information System, Land Use Type based on Humboldt County Assessor’s Use Codes. Note: Acreage based on parcel acres in the Land Information System.

Land uses within the existing district and proposed annexation area are subject to the Humboldt County Framework General Plan (Framework Plan), Volume I, and the Zoning Regulations (Humboldt County Code Title III, Division 1). Land use designations within the boundaries of the Fieldbrook-Glendale Community

Plan Area are governed by the Northern Humboldt County General Plan, 1968.

Over 50 percent of the existing Fieldbrook-Glendale CSD is planned Timber or Timber in combination with another land use. Low Density Residential and Dispersed Houses makes up about 20 percent of the District and Agricultural Residential makes up approximately seven percent.

Within the proposed annexation area approximately 95 percent of the land is planned Timber or Timber in combination with another land use. Over three percent is planned Agricultural Residential and Dispersed Housing.

**GENERAL PLAN LAND USE DESIGNATIONS -  
DISTRICT AND ANNEXATION AREA**

General Plan Land Use	District		Annexation Area	
	Acres	% of Tot	Acres	% of Tot
Agricultural Residential	447.0	6.4%	91.9	2.8%
Commercial	1.0	0.0%	0.0	0.0%
Dispersed Housing	1,153.4	16.5%	24.5	0.8%
Grazing	141.9	2.0%	35.7	1.1%
Low Density Residential	73.9	1.1%	0.3	0.0%
Recreation-Timber	399.8	5.7%	373.6	11.5%
Timber-Grazing	690.6	11.4%	23.2	0.7%
Residential-Timber/Grazing	727.3	12.0%	204.8	6.3%
School	7.4	0.1%	0.0	0.0%
Timber	2,390.1	39.5%	2,489.4	76.8%
Other	949.4	13.6%	0.0	0.0%
<b>Total</b>	<b>6,981.8</b>	<b>100.0%</b>	<b>3,243.4</b>	<b>100.0%</b>

Note: Percentages may not total 100 due to rounding.

Source: Humboldt County Community Development Services Geographic Information System, Land Use Classification based on digital General Plan Land Use maps.

Approximately 50 percent of the existing district is zoned Timberland Production (TPZ) and 23 percent is Agriculture General (AG), eleven percent Agriculture Exclusive (AE) and ten percent Unclassified (U). The U Zone is applied to portions of the unincorporated area of the County not otherwise zoned, indicating that this area has not been sufficiently studied to justify precise zoning classifications.

Within the proposed annexation area, approximately 80 percent is zoned Timberland Production (most of Annexation Area 1 and all of Annexation Area 3a) and 13 percent is zoned Agricultural Exclusive and five percent Agricultural General.

**ZONING CLASSIFICATIONS -DISTRICT AND ANNEXATION AREA**

Zone Classification	District		Annexation Area	
	Acres	% of Tot	Acres	% of Tot
Agriculture Exclusive	778.8	11.2	426.0	13.1%
Agricultural General	1,580.2	22.6%	165.8	5.1%
Community Commercial	1.0	0.0%	0.0	0.00%
Forestry Recreation	66.8	1.0%	46.5	1.4%
Residential Suburban	247.9	3.6%	19.3	0.6%

Zone Classification	District		Annexation Area	
	Acres	% of Tot	Acres	% of Tot
Timberland Production Zone	3,586.2	51.4%	2,566.3	79.1%
Unclassified	720.9	10.3%	19.5	0.6%
<b>Total</b>	<b>6,981.8</b>	<b>100.0%</b>	<b>3,242.13</b>	<b>100.0%</b>

Note: Percentages may not total 100 due to rounding.

Source: Humboldt County Community Development Services Geographic Information System, Zoning Classification based on digital Zoning maps.

## Growth and Population

The District serves approximately 1,460 residents who live in 641 housing units, according to the 2010 Census. The proposed annexation area contains approximately 143 residents and 57 housing units. The Humboldt County General Plan Update Draft Environmental Impact Report (SCH# 2007012089) projects that, at expected buildout (the development of land at expected levels as allowed under the current or General Plan), approximately 29 new housing units are expected to be built in the Glendale area and 226 units are expected to be built in the Fieldbrook area, resulting in a potential 255 additional housing units within the District.

## Infrastructure and Services

The Fieldbrook Glendale CSD currently provides water service throughout most of the District, wastewater collection services within the Glendale area only (wastewater is conveyed to the City of Arcata where it is furthered conveyed by the City to the Arcata Wastewater Treatment Plant for treatment and disposal), and fire protection services in the Fieldbrook area north of the Blue Lake Fire Protection District boundary which overlaps the District boundary.

## Water

Water System Description. The District has approximately 536 water connections. The District purchases treated water from Humboldt Bay Municipal Water District (HBMWD) for delivery to its customers.

According to 2014 HBMWD records, the District's average daily use was 159,000 gallons per day (gpd) and peak daily use was 240,000 gpd. The District retailed approximately 57 million gallons of drinking water in calendar year 2014. Availability of connections within the District water system is not limited by source, but by the District's contract with the HBMWD (430,000 MGD); the HBMWD has sufficient water supply to meet the District demands. HBMWD also provides operation, maintenance and administrative support to the District.

The District's water system begins at a HBMWD water connection just north of the intersection of Fieldbrook Road and Glendale Drive. The system contains more than 10 miles of water mains, two booster pump stations, and two water tanks (a 400,000 gallon redwood water tank and a 20,000 gallon concrete water tank). The redwood water tank was constructed in 1972 and was upgraded in 2005 with the installation of a liner. Water quality meets or exceeds the State standards, however localized pressure problems are experienced by some District residents.

There are also a number of residences (estimated at 200 to 250) that have individual water sources. These include wells, springs and diversions from streams adjoining the properties being served. The residences using these individual sources are generally located on larger hillside parcels within the District. They rely on private water sources due to the distance to the District's existing water mains. The water quality of these individual sources varies greatly from location to location. However, in general, many of these systems can be high in iron and manganese and can have inadequate supply during the fall season. These sources are not regulated by any governmental agency.

Water System Condition Assessment. The District is currently using approximately about 56 percent of its contracted water allotment from HBMWD during peak demand. Water service within the District is generally very good with the exception of some localized, low pressure areas where a new booster pump is needed. Additionally, the construction of a third reservoir will be needed. The District is aware of the water system constraints and their long range plans for service improvements include:

- The construction of a new booster pump station at HBMWD's Essex facility to improve water pressure within the service area. This will also improve water pressure for HBMWD's customers along Warren Creek and West End Roads, and will allow the existing City of Blue Lake water booster pump station to deliver more water;
- The installation of a standby emergency generator at the Lyman Road Pump Station; and
- The construction of an additional reservoir to provide increased storage capacity.

With respect to the residences within the District that rely on private water sources, connection to the Districts water system is dependent on the ability of the home owners to absorb the infrastructure costs.

### **Wastewater**

Within the District, Fieldbrook residents utilize septic systems and Glendale residents utilize a wastewater collection system.

Wastewater System Description. Wastewater disposal in the Fieldbrook area is accommodated by individual septic tank and leachfield systems. This seems to meet the needs of the Fieldbrook area at this time. However, in general the soils there have poor leaching characteristics and most of these systems were constructed many years ago and may not meet current regulations. Currently, these individual sewage disposal systems are regulated by the County Environmental Health Department.

The District has approximately 177 wastewater connections in the Glendale area. The wastewater collection and conveyance system is owned and operated by the District, who contracts with the City of Arcata for treatment and disposal. The District's collection system was installed in 1990 and includes two pump stations. Wastewater is pumped through a force main to a connection point with the City of Arcata's collection system near Giuntoli Lane. Wastewater is then treated and disposed of by the City of Arcata.

Wastewater flows in 2014 range between 31,600 gpd during dry weather and 62,400 gpd during wet weather. The District's existing contract with the City of Arcata allows for up to 71,200 gpd average dry weather flow, and therefore the system has capacity for approximately 80 to 100 more connections. Alternative treatment and disposal solutions, or an increased treatment allotment from the City of Arcata, would be needed to accommodate any development in excess of 80 to 100 additional connections.

**Wastewater System Condition Assessment.** No deficiencies exist with the District's existing wastewater collection and conveyance system. The District has two pump stations, and one mobile generator that is currently transferred between the two stations during power outages. Over the long term it would be beneficial to install a generator at the smaller of the two pump stations.

The availability of wastewater connections within the District's is limited by their contract with the City of Arcata. The City has indicated it is not interested in increasing the number of connections contractually agreed upon, and has recommended the District consider other alternatives. The District has approached the City of Blue Lake about wastewater collection and treatment, and will also participate in other studies to evaluate alternatives and costs for potential interconnection. The District will need to acquire additional

capacity to treat wastewater in order to accommodate the growth projected for the area.

### Fire Protection

Fire protection services for the District are provided by the Fieldbrook Volunteer Fire Department.

Personnel. The department is headed by a Chief, an Assistant Chief, two Captains, two Lieutenants, 13 Firefighters, seven of whom are EMTs. Fieldbrook Volunteer Fire Department firefighters have received training in a wide-range of areas.

Current Infrastructure and Facilities. The Fieldbrook-Glendale CSD fire station is located at 4584 Fieldbrook Road in Fieldbrook. The Fieldbrook-Glendale CSD has two engines, one water tender, and a quick-attack rescue vehicle.

#### FACILITIES AND APPARATUS

<i>Station</i>	<i>Address</i>	<i>Apparatus (seats)</i>	<i>Year</i>	<i>Type</i>	<i>Pump (GPM)</i>	<i>Tank (Gallon)s</i>
1	Fieldbrook-Glendale CSD 4584 Fieldbrook Road Fieldbrook	E-8717 (5)	1990	I	1250	600
		E-8715 (6)	1996	I	1250	1000
		A-8747 (5)	2006	VII	120	400
		WT-8756 (3)	1976	V	200	2500

ISO Rating. The Fieldbrook-Glendale CSD has an Insurance Services Office Public Protection Classification, or ISO PPC, rating (a rating used by insurance companies to determine fire insurance rates) of 5/8B. The ISO “5” is applied to the area within approximately 1,000 feet of fire hydrants and the “8B” is applied to areas beyond 1,000 feet of hydrants. The best ISO PPC is 1, which indicates the highest level of fire protection and the lowest is 10. According to ISO, the Class 8B is a PPC for communities that provide superior fire-protection services and fire alarm facilities but lack the water supply required for a PPC of Class 8 or better. To compensate for limited water supplies, many communities have improved their firefighting equipment, training, and management techniques, as well as their fire alarm systems.

Calls for Service. The Fieldbrook-Glendale CSD Fire Department responds to between approximately 40 and 65 calls for service per year. Typically between 50 and 60 percent of such calls are medical in nature. Other calls such as vehicle accidents, which comprise approximately five percent of total calls, may also involve the delivery of emergency medical services. Fires of all types can comprise up to approximately 20 to 30 percent of Fieldbrook-Glendale CSD Fire Department calls for service.

#### CALLS FOR SERVICE

<i>Call Type</i>	<i>2011</i>		<i>2012</i>		<i>2013</i>		<i>2014</i>	
	<i>Calls</i>	<i>%</i>	<i>Calls</i>	<i>%</i>	<i>Calls</i>	<i>%</i>	<i>Calls</i>	<i>%</i>
Structure Fire	4	10%	9	15%	4	6%	3	5%
Vegetation Fire	0	0%	2	3%	2	3%	2	4%
Other Fires	4	10%	2	3%	6	10%	6	11%
Medical	20	49%	35	57%	37	59%	31	54%
Vehicle Accident	1	2%	5	8%	8	13%	7	12%
Other	9	22%	6	10%	4	6%	4	7%
Hazardous Condition	3	7%	2	3%	2	3%	4	7%
<b>Total Calls</b>	<b>41</b>	<b>100%</b>	<b>61</b>	<b>100%</b>	<b>63</b>	<b>100%</b>	<b>57</b>	<b>100%</b>

## **OTHER SERVICE PROVIDERS**

The Blue Lake Fire Protection District provides fire protection services to 794 acres to the Fieldbrook-Glendale CSD boundaries comprised of the Glendale area (Section 13 and the northern ¼ of Section 24 of T6N R1W) and the Arcata Fire Protection District provides fire protection services to the southernmost portion of Fieldbrook Road (the northern ¾'s of the eastern ¼ of Section 14 of T6N R1W).

Other local government agencies that provide services within the boundaries of the Fieldbrook-Glendale CSD include:

- Humboldt Bay Municipal Water District (wholesale drinking water provider)
- Humboldt Bay Harbor Conservation and Recreation District (countywide service provider of harbor management and Humboldt Bay resource conservation)
- Humboldt County Resource Conservation District (countywide service provider of soil conservation, agricultural services support, habitat conservation)
- North Coast Emergency Medical Services Authority (regional emergency medical services system manager including first responder and ambulance service-ambulance services provided by Arcata Ambulance)
- Humboldt County (countywide provider of general government, roads, drainage, law enforcement)

## **FINANCING CONSTRAINTS AND OPPORTUNITIES**

According to the District's 2014 audited financial statements, the annual water system budget, including depreciation, was \$393,415. The majority of this budget amount comes from service charges, but funding also comes from interest revenue, connection fees, and other smaller sources. In 2012 the District adopted a Capital Improvement Plan (CIP), and the audited financial statements state \$479,475 in water reserves for the fiscal year 2013/2014. The District does allocate an annual expense item in their budget to cover costs associated with (CIP) water infrastructure upgrades.

According to the Districts 2014 audited financial statements, the annual wastewater system budget, including depreciation was \$236,787. This budget comes from service charges, but funding also comes from interest revenue, connection fees, and other smaller sources. The District had \$191,203 in wastewater reserves for the fiscal year 2013/2014. The District does allocate an annual expense item in their budget to cover costs associated with (CIP) wastewater infrastructure upgrades.

According to the Districts 2014 audited financial statements, the Fieldbrook Volunteer Fire Department income for the Fiscal Year 2014 was \$74,731. The majority of the income is from a \$75 per parcel special tax and property tax.

**Fieldbrook-Glendale CSD Service Rates**

<b>Base Water Rates</b>	
<i>Meter Size</i>	<i>Rate (per month)</i>
5/8"	\$40.07
1"	\$47.97
1-1/2"	\$74.32
2"	\$100.71
Connection Fee	\$9,985
<b>Water Usage Rates</b>	
<i>Usage (Cubic Feet)</i>	<i>Rate</i>
100 CF above minimum	\$2.19
<b>Mather Creek Estates - Special Benefit Assessment</b>	
<i>Assessment</i>	<i>Rate</i>
Assessment	\$78.08
<b>Usage Rates Wastewater</b>	
Monthly Wastewater Charges (Residential)	\$69.40
Commercial / Industrial (Base Rate)	\$69.40
100 CF above minimum Connection Fees	\$6.76
Connection Fee	\$12,631

**LOCAL ACCOUNTABILITY**

**Contact Information**

<b>Contact:</b>	<b>James Crowell, President - Board of Directors</b>
<b>Mailing Address:</b>	<b>P.O. Box 2715, McKinleyville, CA 95519</b>
<b>Phone Number:</b>	<b>(707) 445-5018</b>
<b>Types of Services:</b>	<b>Water, wastewater, fire protection</b>
<b>Population Served:</b>	<b>1670 people</b>
<b>Size of Service Area (Acres):</b>	<b>6930 acres</b>
<b>Date of Formation:</b>	<b>1962</b>
<b>Staff and Facilities</b>	
<b>Number of Paid Staff</b>	<b>2 part-time</b>

The District’s Board of Directors meets on the fourth Tuesday of every month at the District office. Meeting agendas are posted at the District office prior to the monthly meeting. Special Board of Director’s meetings (i.e., meetings held in addition to the regularly scheduled monthly meeting) are noticed in the local newspaper.

## **MUNICIPAL SERVICE REVIEW DETERMINATIONS**

### **Written Determinations**

56430. (a) In order to prepare and to update SOI in accordance with Section 56425, the commission shall conduct a service review of the municipal services provided in the county or other appropriate area designated by the commission. The commission shall include in the area designated for service review the county, the region, the subregion, or any other geographic area as is appropriate for an analysis of the service or services to be reviewed, and shall prepare a written statement of its determinations with respect to each of the following:

#### **(1) Growth and population projections for the affected area.**

The District currently serves a population of approximately 1,460 persons and has 536 water service connection and 177 wastewater service connections. The District is currently using approximately 90 percent of its contracted water allotment from the HBMWD during peak demand flows. According to the County General Plan Update, the District could receive up to 393 new housing units at theoretical full buildout. The District would need to negotiate increased water allotment with the HBMWD to accommodate this projected growth.

There is significant potential for growth in the Glendale area, on the order of 291 additional dwelling units at theoretical full buildout. The District has approximately 177 wastewater connections in the Glendale area, and has the capacity for approximately 80 to 100 more connections. The District will need to expand its wastewater system infrastructure to serve projected growth. The District's existing wastewater contract with the City of Arcata would need to be amended to allow for these additional units, or an alternative solution would need to be developed.

There is little or no growth expected in the proposed annexation areas. These areas are proposed to be annexed because service has historically been provided on a "good will" basis and such service is not currently supported through revenue from the property owners.

#### **(2) Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs or deficiencies.**

The District's water system is in good overall condition. The only major deficiency associated with the existing system is low water pressure in some localized areas.

No deficiencies exist with the District's existing wastewater collection and conveyance system. The system has capacity for approximately 80 to 100 more connections. Availability of connections within the District's wastewater system is limited by contractual amount with the City of Arcata. Alternative solutions to treatment and disposal must be found to accommodate future development.

The District has two pump stations and only one (mobile) standby generator that currently is transferred between the two stations during a power outage. Over the long term it would be beneficial to install a second standby generator at the smaller of the two pump stations.

The District has long range plans to construct a new booster pump at HBMWD's Essex facility, to install a standby emergency generator at the Lyman Road Pump Station, and to construct an additional reservoir to provide increased storage. The District adopted a Capital Improvement Program (CIP) in January of 2012.

The level of service provided by the Fieldbrook VFD on behalf of the District is described in "Services" above and largely characterized by the ISO rating of 5/8B. The Fieldbrook VFD provides the communities

that it serves, including the out of district “good will” service area proposed for annexation, with an adequate level of service. Because the Fieldbrook VFD already serves the proposed annexation area, approval of the annexation would not change the demand for fire protection services or reduce the level of service provided.

### **(3) Financial ability of agencies to provide services.**

The District’s revenue to support water and wastewater services comes from service charges and connection fees, and revenue to support fire protection comes from property tax and a special tax for fire protection purposes. The District also generates interest revenue and has other smaller revenue sources. These should be periodically reviewed and adjusted as necessary. The District adopted a CIP in 2012 and reviews connection fees annually to adjust for inflation.

The budget established by the District for fire protection reflects the money that is available to the District rather than the actual cost of operating a fire department in a manner that provides the level of service that is expected and meets the minimum standards. The additional revenue resulting from the annexation will begin to off-set the costs associated with providing past and future service to the annexation area. In particular, additional revenue will help pay for the maintenance, operation, and replacement of pumps and apparatus including fuel, fluids, and periodic servicing; annual workers compensation and liability insurance costs; replacement personal protective equipment before it is no longer serviceable; the replacement and upgrades to medical gear and equipment, and consumable medical supplies such as oxygen and other airway equipment, protective equipment for body substance isolation, and bandages; the maintenance, operation, and replacement of aging fire station and training facilities, including ever increasing utility costs; rescue equipment such as auto extrication gear, and rope and technical rescue equipment; thermal imaging cameras; radios; basic firefighting equipment such as forcible entry and ventilation tools, ladders, salvage gear, hoses and appliances, breathing apparatus; and training and recruitment expenses.

Even though volunteer firefighters don’t receive a salary, they are held to the same ever increasing standards as career firefighters. As a result, it becomes increasingly difficult to maintain the necessary equipment and training as well as cover the necessary operational expenses to maintain a fire department.

The deficit between the costs of the items listed above and the amount of money available to the District is substantial and the resulting deferred purchases, maintenance, and training expenses grow each year. The additional revenue will help reduce this gap.

Fieldbrook-Glendale CSD intends to negotiate with Humboldt County to receive property tax revenue equivalent to the average of its existing average tax allocation factor within the proposed annexation area, approximately 2.2 percent (before the shift of revenue to the Education Revenue Augmentation Fund). Based on the current assessed value of property within the proposed annexation area, property tax revenue for the Fieldbrook FPD would be approximately \$1,549 per year (prior to ERAF shift which has been approximately 5 percent in past years). In addition, the District would receive special tax revenue in the amount of approximately \$4,725 (\$75 per parcel), resulting in total revenue for fire protection from the annexation area of approximately \$6,274 per year.

### **(4) Status of, and opportunities for, shared facilities.**

The District purchases treated water from Humboldt Bay Municipal Water District (HBMWD) for delivery to its customers. HBMWD also provides operation, maintenance and administrative support to the District.

The City of Arcata has indicated it is not interested at this time to increase the District’s contract amount for wastewater treatment and disposal, and has recommended the District consider other alternatives. The District has approached the City of Blue Lake and will participate in other studies to evaluate alternatives and

costs for potential interconnection. Preparing a study to determine costs for connecting to the Blue Lake system would help determine connection costs and service fees to future customers.

The Fieldbrook-Glendale CSD is a member of the Humboldt County Fire Chief's Association and is a signatory to the Countywide Mutual Aid Agreement. In addition, the Fieldbrook-Glendale CSD has mutual and automatic aid agreements with surrounding fire departments including the Blue Lake FPD and the Arcata FPD. Fieldbrook-Glendale CSD regularly "covers" (deploys an engine and personnel) the Arcata FPD McKinleyville Fire Station when Arcata engines are out of position responding to fires. The Fieldbrook-Glendale CSD provides resources to surrounding departments and utilizes available resources when necessary.

**(5) Accountability for community service needs, including governmental structure and operational efficiencies.**

A five-member Board of Directors oversees the business of the District. The Board members are elected by District residents and hold a four year term of office. A General Manager oversees the day-to-day operations of the District. The current government structure is operating efficiently.

**(6) Any other matter related to effective or efficient service delivery, as required by commission policy.**

The District is located between the Cities of Arcata and Blue Lake, both of which have wastewater treatment capacity issues. The District should continue to monitor the cities' wastewater activities, particularly with respect to capacity upgrades, and the potential for efficient service delivery to accommodate projected growth in the Fieldbrook Glendale area.

## **SOURCES**

Humboldt County General Plan Update. Community Infrastructure and Services Technical Report, Preliminary Draft, October 2007. <http://co.humboldt.ca.us/planning/gp/gpdemo/GPU-TOC-Demo3.htm#ch7>

Humboldt County General Plan, Volume II: Communities, Fieldbrook Glendale Community Plan, May 2006. <https://co.humboldt.ca.us/planning/Fieldbrook/Fieldbrook-Glendale%20Community%20Plan%20Draft%200508.pdf>